IT EXECUTIVE ADVISORY COMMITTEE (ITEAC)
IT Resource Management Council (ITRMC)
December 1, 2009
Meeting Minutes
(approved by Committee February 2, 2010)

The December 1, 2009 meeting of the IT Executive Advisory Committee was held in Room 302 of the LBJ Building, 650 West State Street, Boise, Idaho.

ATTENDANCE
Members Present:
Craig Potcher (Chair), Dept. of Fish and Game
Steve Wilson (Vice Chair), Tax Commission
Brad Alvaro, Dept. of Correction
Becky Barton-Wagner, Dept. of Insurance
Eric Beck, Dept. of Labor
Robert Butler, Industrial Commission

Glen Gardiner, Dept. of Water Resources
Gregory Lindstrom, Div. of Purchasing
Jon Pope, Idaho Transportation Dept.
Dan Raiha, Dept. of Lands (phone)
Kevin Zauha, Dept. of Parks & Recreation
Greg Zickau, Office of the CIO (non-voting member)
Alternates:
	Tom Peterman, State Controller' Office

Others present:
Sally Brevick, Office of the CIO
Carla Casper, Office of the CIO
Gail Ewart, Office of the CIO
Bill Farnsworth, Office of the CIO
Mike Guryan, Office of the CIO

Bob Hough, State Controller's Office
Bob Nertney, Vocational Rehabilitation
Terry Pobst-Martin, Office of the CIO (phone)
Steve Poeppe (Office of the CIO)
Deborah Whitman, Office of the State Controller

APPROVAL OF LAST MEETING MINUTES
MOTION: Steve Wilson moved and Eric Beck seconded a motion to approve the meeting minutes from September 22, 2009 with one change noted by Gail Ewart; the motion passed unanimously.

ITRMC STANDARD 2100 – OPERATING SYSTEM
Bill Farnsworth advised the committee of updates to Standard 2100. In essence, the removal of Windows 2000 and the addition of Windows 7. Following discussion around Windows Mobile it was suggested that mobile devices should be addressed in a separate Standard. There were no objections and Standard 2100 was approved for presentation to ITRMC, with the removal of references to mobile devices.

STRATEGIC SECURITY ISSUES – REPORT FROM THE ENTERPRISE IT SECURITY AND BUSINESS CONTINUITY COMMITTEE
Terry Pobst-Martin reported to the committee on
*   Global Risk Picture: worldwide cyber attacks and how the US Government is responding.
*   State Network Risk Assessment: how to manage increasing risk without a corresponding increase in resources.
*   Project Security and Business Continuity: preserving government in the event of a disaster.
Terry proposed seeking support from ITRMC for a requirement that all future projects brought before the council for review, should include Disaster Recovery or Business Continuity, as well as security of information and the network. There were no objections.

IDANET/MAN UPDATE

Mike Guryan provided an update on progress with the IDANET migration. It has been confirmed that the IEN RFP includes all WAN circuits and a contract amendment is in progress to complete a purchasing vehicle. The MAN services will be acquired under a separate RFP in March next year. With regard to the MPLS on CMFONI, a dedicated team has been established to develop the requirements and low-level design; a statement of work is complete; negotiations with vendors have been finalized and test equipment has been staged at the Transportation Dept. Additional contract labor is being sought to support the migration and Qwest will provide project management and engineering support. Qwest off-contract circuits have been placed back under contract. Current work includes developing transition plans for agencies, implementing MPLS on CMFONI and determining a billing mechanism for aggregated WAN and MAN circuits.

IT POSITIONS CLASSIFICATION UPDATE

Greg Zickau reported that he had been meeting regularly with the Div. of Human Resources and a framework was being developed indicating a preferred IT classification structure. A suggestion was made about using the Hay classification system as an industry standard, however this will have a cost implication. Greg noted that the framework was being driven, at present, by the OCIO and would then be shared with ITEAC members for further input.

ITEAC CHANGES

Craig Potcher commented that whilst ITEAC is a useful vehicle for approving policies for presenting to ITRMC, at the same time it can be slow-moving and it had been proposed that a subset of ITEAC, comprising the 5 largest agencies together with the ITEAC Chair and representative from the OCIO, could meet when necessary, informally and at a moment's notice to address more immediate issues. The outcome of these discussions could then be fed back to ITEAC, as more fully thought out concepts. Craig also proposed that ITEAC could, consequently, meet quarterly rather than bi-monthly. During the discussion that followed, concerns were raised that the smaller agencies might be left out of the discussion process and the consensus was that ITEAC meetings should continue to be held bi-monthly. Further thought would be given as to how the "subset" group could effectively communicate the outcome of their discussions.

NEW BUSINESS

Greg Zickau reported that the OCIO had lately been considering how to more effectively communicate with IT personnel throughout State agencies. After deliberation it had been felt that the OCIO should be more deliberate in its use of forums currently available, such as ITEAC and ISEC. Agenda time would be requested in both forums to convey current undertakings and future considerations.

Greg also informed the Committee that DFM/DHR would be merging their IT personnel (three) with the OCIO in early January. The OCIO will take on the customer support for DFM/DHR, thereby allowing the three transitioned personnel to take on more specialized roles.

NEXT MEETING

The next meeting is scheduled for February 2, 2009 from 1:30 to 3:00 in Room 302 of the LBJ Building in Boise.

Respectfully submitted,

Sally Brevick, Office of the CIO